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EXECUTIVE OFFICE OF THE PRESIDENT

[3 CFR, Subtitle A]

PART 1—GENERAL

- Sec.
1.1 Organization.
1.2 Presidential functions.

§ 1.1 *Organization.* The Executive Office of the President is a central staff organization under the immediate direction of the President. It assists him in discharging his administrative responsibilities as head of the Executive Branch of the Government.

§ 1.2 *Presidential functions.* (The President has directed that information with respect to the administration of functions vested in the President by statute be included in the explanation of the organization and procedures of the respective agencies of the Executive Branch which administer such functions on behalf of the President, or which administer activities to which they are directly related.)

PART 2—THE WHITE HOUSE OFFICE

§ 2.1 *Organization.* The White House Office includes secretaries to the President, the Executive Clerk, the Administrative Assistants to the President, and such other personnel as are required to serve the President in an intimate capacity in the performance of the many detailed activities incident to his immediate office.

PART 3—BUREAU OF THE BUDGET

- Sec.
3.1 Organization.
3.2 Functions of the Bureau of the Budget involving a direct relationship with individuals and public or private organizations.

§ 3.1 *Organization.* The Bureau of the Budget serves the President in the preparation and administration of the budget, in the review of legislation and Executive orders, and in the improvement of administrative management and

NOTICE

Part II of this issue contains organizational and procedural material submitted pursuant to section 3 (a) (1) and (2) of the Administrative Procedure Act (Pub. Law 404, 79th Cong.; 60 Stat. 238). This material is presented by Departments in the order of their establishment, followed by independent agencies in alphabetical order. Placement within the Code of Federal Regulations is indicated by bold face brackets at the head of each unit and by appropriate part and section designations within the unit.

Due to the volume of material presented in Part II it has been necessary to bind the part in several sections and to place the table of contents at the end of the last section.

organization. The Bureau of the Budget is under the general supervision of the Director of the Bureau of the Budget. In addition to the Office of the Director, its organization includes six principal divisions in Washington and a field service comprising small offices in Chicago, Illinois; Dallas, Texas; Denver, Colorado; and San Francisco, California. The six divisions of the Bureau are: the Division of Estimates, the Fiscal Division, the Division of Legislative Reference, the Division of Administrative Management, the Division of Statistical Standards, and the Government Information Service.

§ 3.2 *Functions of the Bureau of the Budget involving a direct relationship with individuals and public or private organizations—(a) Collection of information from the public.* (1) In connection with its functions related to the management of the Government, the Bureau of the Budget is assigned responsibility for planning and promoting the improvement, development, and coordination of Federal and other statistical

services. In carrying out this responsibility the Director of the Bureau of the Budget is largely governed by the Federal Reports Act of 1942 (56 Stat. 1078; 5 U. S. C. 139–139 (f)). This act provides, in part, that no Federal Executive agency (except as noted in the Act) shall conduct or sponsor the collection of information, upon identical items, from ten or more persons (individuals, business or other organizations, or State or local governments) without having submitted its proposed requests for information to the Director of the Bureau of the Budget for his approval. Such requests for information include report forms, schedules, questionnaires or other similar methods of obtaining information.

(2) The Director has delegated to the Assistant Director in Charge of Statistical Standards the authority conferred upon him by the Federal Reports Act. In the conduct of this function, the Bureau's Division of Statistical Standards, often aided by other parts of the Bureau's organization, reviews proposed plans and report forms submitted to the Bureau by Federal agencies. Each approved request for information must, when used, include an approval number assigned by the Bureau of the Budget and a statement indicating the Bureau's approval.

(3) To assist the Bureau in evaluating the burden of these plans and report forms on the public as well as their technical adequacy and the usefulness of the desired information, the Budget Director has established an Advisory Committee on Government Questionnaires composed of representatives of leading business, manufacturing, trade, and related associations; a Labor Advisory Committee on Statistics composed of representatives of leading labor organizations; and an Agriculture Advisory Committee on Statistics composed of representatives of leading farm organizations. These committees established by them are frequently asked for views upon specific reporting plans and forms.

(4) At his discretion, the Assistant Director in Charge of Statistical Standards

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